

Quality Council Meeting

August 6-7, 2008

Minutes

August 6, 2008

Welcome and Opening Remarks:

Andy Wallo, Deputy Director of the Office of Nuclear Safety, Quality Assurance and Environment (HS-20), welcomed all participants to the meeting. HS-20 strongly supports this endeavor and thanked everyone for taking an active role in the Council.

Vision for Quality Council:

Colette Broussard, Director of the Office of Quality Assurance Policy and Assistance (HS-23), provided the Vision for the Quality Council. The idea of a Quality Council was attempted several years ago, but due to many factors, it did not succeed. This is the second attempt at developing a Council that consists of quality assurance (QA) experts that will work together to share lessons learned, improve the QA policy, and to ensure that QA is implemented consistently throughout the DOE Complex. The Council will be a collaborative effort of individuals from various organizations within DOE including HQ Program, Staff/Support Offices and Field Offices.

Introduction of Quality Council members, Interested Parties and Visitors:

All participating individuals introduced themselves. See below for Council Members who participated in the meeting.

Name	Org.	Participated in Meeting
Members		
Colette Broussard	HS-20	√
Gary Staffo	EE	√
Kriss Grisham	EM	√
Mark J. Matarrese	FE	
Sonya Barnett	HS-1.2	√
Duli Agarwal	HS-20	√
Vijendra Kothari	LM	√
Joy Mroz		√
Laurie Morman	MA	√ (via phone)
Sam Johnson	NA	√
John Ordaz		
Thahtan Van Ober		√
Carl Sykes	NE	√
Michael Ulshafer	RW	√

Matt Cole	SC	
Caroline Polanish	BSO	√
Ava Holland	CBFO	√ (via phone)
Robert L Blyth	ID	√
Anita B. Leivo	LASO	
Pat Carier	ORP	√
Al Hawkins	RL	√ (via phone)
William Rowland	SRO	
Interested Parties		
Jeff Shoulta	KCSO	√
Bud Danielson	CTA	
Don Nichols	NA	
Craig Hansen	NA	
Anton Tran	NA	
Ed Schmidt	NA	
Eric Rozek	DNFSB Rep.	√
Andy Lawrence	HS-20	
Andy Wallo	HS-20	√
Subir Sen	HS-23	√
Mary Haughey	HS-23	√
Lisa Treichel	HS-23	√
Tom Williams	HS-32	
Rick Du Bose	FE	
Bruce White	IM	
Debra Sparkman	CTA	√ Alternate for Bud Danielson
Rosalie Brown	SC	√ Alternate for Matt Cole

Program Office/Staff Office QA Initiatives:

Al Hawkins (RL) and Pat Carier (ORP) gave a presentation titled “EM’s Quality Assurance Corporate Board”. See Attachment 1 for a copy of this presentation.

Michael Ulshafer (RW) gave a presentation on the titled “Yucca Mountain Geological Repository QA Organization and Initiatives”. See Attachment 2 for a copy of this presentation.

Bob Blyth (ID) briefly discussed that ID is ISO 9001 registered. In the beginning, the ID staff did not widely accept the use of ISO, but now it is more accepted. It took approximately 3 years to implement the written QA program and get the staff to “embrace” it.

Quality Council Charter:

The participants reviewed and revised the draft charter. Items that were discussed included objectives, roles (chair/vice-chair, secretary, members and interested parties, and meeting schedule). See Attachment 3 for the latest version of the charter. Colette Broussard, Director of the Office of Quality Assurance Policy and Assistance, HS-23 is the chair. Bob Blyth, DOE

ID was elected as vice chair. The chair will remain as the Director of Office of Quality Assurance Policy and Assistance. The vice chair will rotate as described in the approved Charter.

Quality Issue: Wright Industries:

Ava Holland (CBFO) along with the Lead Auditors who audited Wright Industries for EM provided a brief discussion of the Wright Industries situation. The QA Manager at Wright Industries (WI) made allegations that since 2003 the facility did not have a QA program in place. When these allegations were investigated, it was determined that this statement was true and that Wright Industries did not implement any QA program at the facility. Procedures were not followed (including safety procedures), and the only concern WI appeared to care about was that the cost/schedule was not exceeded.

EM audited the facility during May 2008 because Wright Industries supplied many items to various DOE sites. The focus of the audit was on procurement and corrective actions.

EM found 28 issues at Wright Industries. Some issues included that Wright Industries did not have a QA Manager and QA requirements were not flowed down to the supplier. A subcontractor was hired to do vendor assessments.

Quality Council members also contributed to this discussion in that many contractors at DOE sites want to continue to use Wright Industries because they are capable of doing good work. This situation resulted in a valuable lesson learned - If you are proceeding with business (work) as usual, do not assume that someone else is checking quality.

Status of Safety/Quality Bulletin:

The HSS Safety/Quality Bulletin was in concurrence at the time of this meeting. The bulletin was issued. The bulletin requires a response, via the occurrence reporting system, if the issue impacted the work at your site. See Attachment 4 for a copy of the issued HSS Safety/Quality Bulletin.

August 7, 2008

Quality Council Charter:

The second day of the Quality Council meeting started with a continuation of the discussion of the charter. The members also discussed how the Council members will interface with other groups/organizations including, but not limited to, Energy Facilities Contractor Group (EFCOG), Standards Development Organizations, Defense Nuclear Facilities Safety Board (DNFSB), Technical Standards Program (as a Topical Committee), EM Quality Assurance Corporate Board, National Academy Science (NAS)/Building Research Advisory Board (BRAB)/Federal Construction Council (FCC), and HS-60. These interfaces are described in the *Interfaces* section of the charter.

The final draft charter is expected to be ready on or about September 5, 2008.

DOE O 414.1C Status of Revision:

Colette Broussard updated the Council members on the status of the revision of DOE Order 414.1C. The Council members will be peer reviewers for the final draft version of the revised Order. See Attachment 5 for a copy of the presentation.

The Council members discussed whether to specify the version of NQA-1 in the updated Order. Although many members agreed that a version should be specified, there was not a consensus that the 2008 version should be required. Some members thought that specifying NQA-1-2000 or later was a good option and if a particular site needed an earlier version, then the PSO can request that an earlier version be used.

In addition, the use of NQA-1 Part II was discussed. Part II is included in NQA-1-2000 or later. Earlier versions do not have it. Many contractors think that Part II does not apply to them because many of the sections state that the requirements are for nuclear power plants. In fact, sections of Part II may apply to DOE sites regardless of the title of the section; e.g. “for Nuclear Power Plants.”

Results of 2007 Survey on Quality Assurance Implementation:

Colette Broussard presented the highlights from the 2007 Survey. See Attachment 6 for a copy of the presentation.

Other Possible Topics:

The Council members briefly discussed other potential topics that could be addressed through the Council activities. These include:

- Tracking of QA related corrective actions
- Lessons Learned Program
- Interface with Operating Experience
- Integrating QA and ISM - Integrated Management System (IMS)
- Application of NQA-1 Part 2 (briefly discussed during the DOE O414.1C revision update)

Next Conference Call:

The next conference call is Thursday, September 18, 2008 from 11:00 am – 12:30 pm. This call will include discussion on the draft charter, timeline for peer review of the revised DOE O 414.1C, and additional potential topics/tasks for the Council to work on.

Action Items:

- Council members are to provide a 1 page bio by Sept 5 focused on each member’s QA credentials and experience.
- Bob Blyth and Joy Mroz are to provide a draft process on the way working groups within the Council will develop and accomplish tasks – due August 22.
- Colette Broussard will finalize draft charter for Council review by August 29.

ATTACHMENT 1

EM's Quality Assurance Corporate Board Presentation

ATTACHMENT 2

Yucca Mountain Geological Repository QA Organization and Initiatives Presentation

ATTACHMENT 3

Quality Council Charter

ATTACHMENT 4

HSS Safety/Quality Bulletin

ATTACHMENT 5

Status of Revision of DOE Order 414.1C Presentation

ATTACHMENT 6

Results of 2007 Survey on Quality Assurance Implementation Presentation